

## HOW TO OBTAIN A LICENSE FOR A FLEET OWNER INSPECTION AND MAINTENANCE STATION

### APPLICATION PROCEDURES

1. Applicants for a license to operate a fleet owner Inspection and Maintenance Station **MUST** complete the Inspection and Maintenance Station License Application, CHP 361N. Please type or print legibly in ink.
2. To obtain an Inspection and Maintenance Station license, motor carriers must designate a California terminal and obtain approval from the appropriate Motor Carrier Safety Unit (MCSU) of the California Highway Patrol. Applications received without this approval will be returned. After completing the application (CHP 361N), applicants must make an appointment for a terminal inspection with the nearest MCSU from the following list. (Applications for initial licenses will not be processed without the signature of the approving Motor Carrier Specialist [MCS].)

Fresno	4771 W. Jacquelyn Ave.	209-445-6992
Los Angeles	437 No. Vermont Ave.	213-664-1108
Redding	2485 Sonoma St.	530-225-2098
Sacramento	11336 Trade Center Dr. Rancho Cordova	916-464-2090
San Bernardino	847 E. Brier Dr.	909-383-4811
San Diego	9330 Farnham St.	619-637-7158
San Luis Obispo	4115 Broad St., B-10	805-549-3261
Vallejo	1551 Benicia Road	707-648-4180

3. Make a copy of the completed application for your files. Mail the original application with a check or money order (do not send cash) made payable to the CALIFORNIA HIGHWAY PATROL to:

CALIFORNIA HIGHWAY PATROL  
ACCOUNTING SECTION  
P.O. Box 942902  
SACRAMENTO, CA 94298-2902

If you have any questions, please call the COMMERCIAL VEHICLE SECTION (CVS) at 916-445-1865 or the nearest office from the list above.

### RIGHT TO PRIVACY - Information Practices Act Statement

Information requested on the FLEET OWNER INSPECTION AND MAINTENANCE STATION LICENSE APPLICATION (CHP 361N) is required by the California Code of Regulations and California Vehicle Code. Failure of applicant to provide the information will be cause for the CHP to deny issuance of the license. The information is required to establish license eligibility. Information collected may be released to other law enforcement agencies. Misrepresentation of a material fact on the license application constitutes grounds for denial or revocation of the license.

Records concerning your license will be retained as long as the license is active plus three years. Records will be maintained by the commander of the Commercial Vehicle Section of the California Highway Patrol.

You have the right to review personal information, but not confidential information, in files which are maintained on you by the California Highway Patrol.

DESTROY PREVIOUS EDITIONS